

LANCASTER COUNTY PRISON BOARD AGENDA

September 15th, 2016

1. CALL TO ORDER—PUBLIC MEETING BEGINS AT 9:15AM
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENT: The Prison Board met in executive session on Thursday, September 15th, 2016 beginning at 8:30 am to discuss labor negotiations, litigation, potential litigation, and personnel matters related to the discipline, suspension and termination of employees.
4. APPROVAL OF MINUTES. August 18th, 2016. Submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Inmate Services Report – Joseph Shiffer
 - c. Administrative Report – Tammy Moyer
 - d. Security Report – Robert Wolfe
 - e. Facilities Management Report – Charles Douts
6. OLD BUSINESS
7. NEW BUSINESS
 - a. Suicide Prevent Task Force update- Larry George
 - b. PrisonStat – Scheduled for September 22, 2016
8. BUSINESS FROM GUESTS
9. ADJOURN

**August 18, 2016
Lancaster County Prison
625 East King Street
Lancaster PA 17602**

WARDEN'S REPORT

Cheryl Steberger
Warden

Prison Board
Warden Report
September 15th 2016

- Extending Block Out time for our inmate population. There were two meetings held concerning this matter.
- Population- Last month we hit a low of 881
- Recent flooding issues relocation of staff break area and Supervisors Office
- Gym equipment- will be offered to inmates in two different housing areas and 1 gym area.

INMATE SERVICES REPORT

Joseph Shiffer
Deputy Warden for Inmate Services

**Inmate Services Department
Prison Board Report
August, 2016**

Door to Door Prison Project with the Rase Project and Drug & Alcohol Commission will be starting soon

New Beginnings began on 9/12/16

See attached program statistical section for further information.

SECURITY REPORT

Major

Robert Wolfe

Majors Report

Prison Board

- Officers of the Month

4-12 Shift has selected Officer Musselman, Kristopher as our selection for Officer of the Month. Officer Musselman is a very reliable officer, who shows an eagerness to learn and is also utilized as a training cadre. Officer Musselman can be counted on to complete all assigned task in a timely manner and brings good ideas to his supervisors. Officer Musselman is commended on his diligence to his work and outstanding work ethic.

The 8-4 Shift Supervisors has selected Officer Anderson, Thomas.

Officer ANDERSON always exhibits a great deal of dedication in the completion of his duties. He takes pride in what we all call a "job well done", where he pays attention to detail. He carries with him years of experience, which shows through when training new staff. He can always be counted on to complete any task that is assigned to him. We thank him for his hard work and dedication and encourage him to keep up the good work!!

- Training Hours

Basic Training for Officer	672
FERT	153
CERT	608
OJT	608
Basic Training non Officer	184
Staff Development	21
K-9	46
Other	104

ADMINISTRATIVE SERVICES REPORT

Tammy S. Moyer
Director of Administration

Administrative Services Report

September 2016

Last month there was discussion about the 2014 audit that was performed by the Controller's office. Recently, they conducted another audit for 2015. For this review, they included an audit of the inmate's legal records in addition to the financial records. We met with the Mr. Hurter and his staff last week to discuss their recommendations and will be putting steps in place to review policy and improve efficiencies. Both audits are available to the public.

We currently have one part time publication clerk vacancy in the business office.

FACILITIES MANAGEMENT REPORT

Charles Douts, Jr
Director

Facilities Management

Monthly Prison Activities Report

September– 2016

Prison:

Personnel

- Five vacant full-time maintenance positions
- Two Facilities non-prison employees report twice a week to assist with tool inventory and maintenance
- Two Facilities non- prison employees are providing on-call after hours response
- Maintenance Supervisor submitted notice of retirement October 28
- Working with the Chief Clerk on a staffing plan, including outsourcing to supplement workforce

Maintenance Items

- Staff working overtime to address maintenance issues
- Continue to work on tool inventory and reduce accumulation of non- essential replacement parts/equipment stored on site, new tool storage area completed
- Co-Stars maintenance employee through the Heim Company assisting with preventative maintenance.
- Preparing for Title 37 survey
- Boiler heat exchanger repair completed, awaiting word on warranty

Projects

- 2016 General Fund Maintenance Projects

- \$50,000- Interior sliding corridor door replacement scheduled to begin on September 12
- \$15,000- inmate/attorney cubicles, P.O issued
- \$20,000 – Magnetic access doors, prison staff determining scope
- Third phase of bunk replacement complete
- Attending monthly Prison Capital prioritization meetings

Respectfully Submitted

Charles E. Douts, Jr.

Director

County of Lancaster

Facilities Management

STATISTICAL ADDENDUM

INMATE SERVICE STATISTICS

AVERAGE DAILY PARTICIPATION

<u>Average Daily Participants:</u>	<u>August 2016</u>
Community Employed Males:	44
Community Employed Females:	09
Community Service Males:	05
Community Service Females:	00
<u>Inmates in Treatment Programming:</u>	
Males:	02
Females:	00
<u>Inmate Trustees:</u>	
Male:	20
Female:	00
<u>Unassigned Inmates housed in Work Release:</u>	
Males:	02
Females:	00

WORK RELEASE REPORT –July 2016

	<u>July 2016</u>
New Placements:	Male: 15 Female: 06
Pre-incarceration Employment;	Male: 11
Employment secured by inmate	Male 0 Female 0
Employment secured by WR	Male 04 Female 02
Removals from program	Males: 02 Female 0
Suspensions	Males 0 Female 0
Releases	Males 15 Female 01

WORK RELEASE FINANCES

	<u>07/2016</u>
Board and Lodging	14,024.59
Fines and Costs	16,399.92
Drug Test Fee	543
Inmate Share	41,511.64
Money To Family	23,793.00

COMMUNITY SERVICE MONTHLY STATISTICS

AUG 2016

DAYS	PROJECTS	# inmates	HOURS	Dollar amt
21	CITY STREETS	4	704	\$5104.00
1	BOOK PICK UP	2	11	\$145.00
5	SACRED HEART	2	100	\$725.00
21	PRISON DETAIL's	2	252	\$1824.00
AUG 2016				
4		10	1067	7798.00
YEAR TO DATE 2015				
36		104	7609	55230.50
AUG 2015				
6		13	1031	\$7474.75
YEAR TO DATE 2015				
44		133	9134	\$66221.50

COMMUNITY SERVICE MONTHLY REPORT & STATISTICS
AUG 2016

submitted by: Dave Leeper

date: SEPT 06, 2016

During the month of AUG. There was a total of (4) project the prison community service detail took part in. The duties preformed were the cleaning of city streets. Sacred Heart school was helped with moving of items and the library of Lancaster was helped with book pick up. The prison was helped with cleaning of the parking lot and weeding. Pulse I did 43 BACKGROUND CHECKS.

COMMUNITY SERVICE MONTHLY REPORT AND DEMOGRAPHICS FOR AUG 2016

DATE: Sept 06, 2016

SUBMITTED BY : DAVE LEEPER

	AUG 15	15 TOTALS	AUG 16	TOTALS 16
# Inmates on program	10	76	8	61
Average age	33	35	34	35
Skilled Labor	01	09	00	03
Un Skilled Labor	09	77	08	52
White	04	46	08	48
Black	03	16	00	07
Hispanic	03	24	00	05

Asian	00	00	00	00
#inmates used	13	133	10	104
#projects	06	44	04	36
# man hours	1031	9134	1067	7609
Total dollar amount	7474.75	66221.50	7798.00	55230.50
#inmates removed	03	07	00	01
past participant	01	15	01	06

TO: Tony Haws
FROM: Thomas Romanowski
DATE: 9/2/16
RE: AUGUST 2016 MONTHLY REPORT

INMATE TRUSTEE PROGRAM

Job requests, Interview, Placement, Payroll (stipends), Counseling for the Inmate Trustee Program is being conducted on a daily basis with no problems noted. Emphasis is still being placed on manning of all department with special note to kitchen. Payroll for the month of AUGUST was ITP Program \$10,320.70 and Block CQ \$1,728.75 Year to Date - ITP Program - \$67,926.40 Block CQ - \$13,318.25

LAW LIBRARY

3 Computers have been placed in Law Library and are being used by the inmates. Quick Reference Guide is being developed for research. I have visited with several inmates for feedback about the computers while they were in the law library - all feedback has been positive and no complaints.

VOLUNTEER APPLICATION PROCESS

Logging of all applications on computer database continue with no noted problems. New volunteer policy created - effective 16 Apr 12. Volunteer Service Card to be issued to all volunteers.

NOTARY

Notary requests are being processed with no problems noted. A total 27 of items were notarized for the month of AUGUST and 230 YTD.

SERVS SAFE

The ServSafe Training and Certification Program provides the individual with the knowledge, skills, and abilities needed to do the job. It leads the way in setting high food safety standards.

VETERANS COURT & SUPPORT SERVICES

Volunteers of America will be providing support and case assessment to the inmate veterans on an as needed basis. Inmate veterans contacted 2. Inmate veterans interviewed in AUGUST. YTD interviewed 10. I have participated in Veterans Court on Thursday afternoons and have identified inmate veterans for the program.

LANCASTER COUNTY PRISON INMATE TRUSTEE PROGRAM

CENSUS REPORT & DEMOGRAPHIC

TOTAL = 65 PARTICIPANTS

AUG 2016

ITP PAYROLL – 2016 - \$10,320.70 2015 – \$6,671.75

MONTHLY

2016 / 2015

INMATE TRUSTEES PLACED – 37 / 27
 KITCHEN – 37 / 27
 CQ'S – 00 / 00

2016 / 2015

INMATE TRUSTEES RELEASED – 24 / 19
 KITCHEN – 24 / 19
 CQ'S – 00 / 00

2016 / 2015

INMATE TRUSTEES REMOVED – 14 / 14
 DISCIPLINARY - 13 / 12 KIT -13 / 12 CQ - 00 / 00
 MEDICALLY - 00 / 00 KIT 00 / 00 CQ - 00 / 00
 WORK RELEASE - 01 / 02 KIT - 01 / 02 CQ - 00 / 00
 TREATMENT - 01 / 00 KIT - 00 / 00 CQ - 00 / 00

YEARLY

2016 / 2015

INMATE TRUSTEES PLACED – 279 / 251
 KITCHEN – 278 / 249
 CQ'S – 01 / 02
 SUPPLY - 00 / 00

2016 / 2015

INMATE TRUSTEES RELEASED – 175 / 153
 KITCHEN – 175 / 147
 CQ'S – 00 / 03
 SUPPLY - 00 / 03

2016 / 2015

INMATE TRUSTEES REMOVED – 131 / 145
 DISCIPLINARY - 99 / 121 KIT – 98 / 121 CQ – 01 / 00
 MEDICALLY - 10 / 07 KIT – 10 / 07 CQ - 00 / 00
 WORK RELEASE – 15 / 15 KIT - 14 / 14 CQ – 01 / 01
 TREATMENT - 07 / 02 KIT - 07 / 02 CQ – 00 / 00

LANCASTER COUNTY PRISON
PROFESSIONAL VISITOR REGISTER
FOR
AUGUST 2016

	CURRENT MONTH	2016 - YTD	2015 MONTHLY	2015 - YTD
MINISTER	192	1533	214	1733
PUBLIC DEFENDER	113	696	80	594
PUB. DEF INV	47	304	48	397
PAROLE/PROBATION	13	127	19	125
SPECIAL OFFENDER	0	0	1	7
CHILDREN&YOUTH	17	167	14	152
PA. PRISON SOCIETY	17	107	3	23
TOTAL	399	2934	379	2031

PUBLIC DEFENDER VISITS AUGUST 2016

NAME	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
AKRITAS, MICHELLE	1								1										1													3
BATT, JOSEPH	1				1				1					1	1											2			1			8
BLANCK, DAVID											1																					1
BROWN, TODD																																0
CONRAD, DOUGLAS				1					1													1										4
CORSO, MICHAEL	1	1		1					1		1																					5
DAMIANO, ANTHONY	1	1						1	1					1	1							1			1	1						9
DIXON, STACIE																																0
DONNELLY, ELIZABETH	1			2					1						1	1			1				1	1	1							9
ENCARNACION, SAMUEL																							1									1
FOGIE, RICHARD	1						2	2	2	2	1	1		1	2	1	2	1	1					2	1	1	1	1	1	1	24	
GLICK, MARY JEAN																																0
HOWE, DAVID					1			1	1								1								1	1						7
KAUFFMAN, CODY				1					2	1	1	1				1																7
KAYE, DAN		1																														1
KELLEHER, DIANA									1														1									2
MICHAEL, PHILLIP																							1									2
MONSON, COURTNEY									1						1								1									5
MORRISON, KATHLEEN					1	1			1							1	1						1	1	1	1						8
PODRAZA, KANE	1		1					1			1					1	1					1			1	1	1	2	1	1	11	
PORTER, MELISSA B									1	1	2						1					1	1	1	1			2			10	
RAMPAUL, BEVERLY																																0
ROMANO, DAVID																									1							1
RUIZ, ALBERTO	1	1	1	1	1				1	1	1				1								2							1	12	
SPOTTS, PATRICIA																																2
STRASZYNSKI, DANIEL																		1					1					1				5
TALLARICO, CHRIS																									1	1						2
VIRGIL, TINA	1	1	1	1	1									1	1	1	1	1	1			1	1	1	1	2		1	1	1	18	
ZELINSKY, JOHN																						1		1	1							3
																																0
																																0
																																0
																																0
TOTAL	8	7	7	8	5	0	0	5	12	8	3	9	0	0	4	6	6	7	5	0	0	5	6	10	8	12	0	4	10	5	160	

COUNSELING DEPARTMENT

MONTHLY REPORT FOR AUGUST 2016

DEPARTMENTS

COUNSELORS	992
CLASSIFICATION	115
CHAPLAIN	890
PROBATION/ PAROLE	728
PUBLIC DEFENDER	665
MH/MR	87
VOC./ EVAL.	409
RECREATION	33
WORK RELEASE	323
DRUG & ALCOHOL	524
EDUCATION	60
MEDICAL	71
BAIL ADMIN.	40
DEPUTY WARDEN IS	196
DOM. REL.	32
TOTAL	5115

Counselor Dickson responds to inmate questions on all housing units, at night. She is responsible for all intakes on G-1, MHU, G-2, Adseg and Class, until we hire more counselors. She continues to call, e-mail and holds conference calls with various inmates' attorneys, ICE as well as Adult Probation and Parole services. Counselor Dickson assists inmates in obtaining information about their cases including: court dates, communicating with their attorneys, parole plans, Sentencing dates and Birth certificates and social security cards. In addition, Ms. Dickson conducted AA/NA meetings for females and males. Counselor Dickson also clears inmates off HA/BA status and moves inmates out of G-1, if deemed necessary. She has been assisting with a mental health group on Wednesday afternoon in partnership with Mental Health America. In addition, Counselor Dickson and Officer Riley are in charge of hiring female inmates for jobs at LCP. She also gives new commits (G-1) an intake packet. It provides, visitation times and days for every block, hands out a 2-1 application, if inmates want to participate in the program, a suicidal hotline paper, and information on rehabs, jobs, food, health insurance and many other benefits in the Lancaster area. Also, provides inmates with drug, mental health, VA court applications. . She also, helps with Family services advocate, to schedule meetings with inmates and their children, also, helps make sure the application are filled out properly. Also, has been helping out with PREA.

PREA Specialist Alex Miller is responsible for the male intakes (G-1, MHU, ADSEG, G-2, CLASS) and also the PREA intakes of all the new commitments to LCP, within 72 hours of arrival. She also assists with the female intakes and the classification department, as necessary. At the time

of intake, she goes over an orientation with the inmate that includes various topics, hands out a 2-1 application, if inmates want to participate in the program, suicide hotline information, and information on rehabs, jobs, food, health insurance and many other benefits in the area. Also, provides inmates with drug, mental health, VA court applications when requested. She calls, e-mails and holds conference calls with inmates' attorneys and probation officers. PREA Specialist Miller assists inmates in obtaining information about their cases, such as court dates or release dates and answers all requests and direct services for 2-2. She also assists with reviewing inmates on special statuses, to determine if they can be removed. She coordinates and assists with sexual assault counseling every Tuesday, provided by the YWCA. PREA Specialist Miller is responsible for reviewing inmates who are identified as a potential sexual victim or potential sexual predator based on the PREA intake every 30 days. She also handles inmate reports of PREA incidents and enters the information into the PREA database. After a PREA incident is reported, she is responsible for monitoring said inmate for retaliation for a period of 90 days. Also, has been assisting in making corrections in the facility based on the guidelines set by the PREA auditor.

Inmate Services Specialist Arelis Sable continues to work with the Inmate Services Team. In March she counseled 215 inmates via inmate request responses or direct services from female population housed in 2-5, C-2, C-2A and D-Blk. Mrs. Sable completed 79 intake reviews and provided translation services for 6 inmates. Translation services were provided for Prime Care medical and mental health staff as well as security staff in the Commitment area. She also coordinated/facilitated 12 groups on various topics for the female population and completed follow up 90 day reviews as needed. Mrs. Sable also provided recommendations for inmates that are in conflict and provided conflict resolution services along with recommendations to the Classification Committee. Completed mandatory training on 3-11-16.

Inmate Services Supervisor Haws continues to assist DW of Inmate Services with the daily duties and responsibilities associated with the Inmate Services Staff. Mr. Haws continues to assist the Inmate Services staff with daily duties as needed due to being short staffed. He was given the extra duties of being the PREA Manager for the prison as well as the point of contact for litigation issues that may come up. All Inmate Services staff completed their required annual spring trainings.

Classification Specialist Stewart completed her assigned duties in the Classification Department and is responsible for Ad Seg. She entered data, reports, and misconducts into UCM. She also tracked misconducts and time served. Classification Specialist Stewart completed the daily classification sheets and assisted with moves. She assisted in answering requests for all blocks. All requests were copied and placed in inmate's behavioral files. Classification Specialist Stewart assisted with calling and emailing attorneys. She also assisted with seeing inmates to get Avoid Contacts removed.

Inmate Service Specialist Quinn Shaffer works in the Medical Housing Unit (MHU) as well as pod 3-5. He has worked with inmates answering requests and speaking to them personally as shown in UCM. Mr. Shaffer is also a Mental Health Court Team Member and has had 4 Team Meetings at the court house. Mr. Shaffer scheduled 1 Mental Health Committee Team Meeting on 8/31/2016 with Dr. Lee, Robert with Mental Health, Jennifer Wynn Mental Health RN Terry

Flinch Baugh Prime Care Supervisor who was absent, Christina Fluegel with the Records Department, Inmate Services Supervisor Anthony Haws who was also absent, and a few others. Mr. Shaffer has assisted with completing inmate intakes on G2, MHU and G1 on his scheduled day as well as the inmates that are not on his assigned day in the MHU unit. Mr. Shaffer also provides inmates with Drug Court and Mental Health Court Applications and assists the inmate with filling them out if needed. Several Medical Assistance applications were handed out to those inmate who requested for one. Mr. Shaffer has sent 4-5 referrals to Lancaster County BHDS.

WOMEN'S DRUG AND ALCOHOL GROUP

Compiled by: Mary Clary / BS CADC / Substance Abuse Counselor Lancaster County Prison

AUGUST 2016

NUMBER OF PROGRAM PARTICIPANTS : 10

AVERAGE AGE: 28

RACE:

**CAUCASIAN: 8
AFRICAN AMERICAN: 1
HISPANIC: 1
ASIAN:
OTHER:**

AVERAGE SCHOOL GRADE COMPLETED: 11th

NUMBER OF INMATES WHO FURTHERED EDUCATION: 2

MARITAL STATUS:

**MARRIED:1
WIDOWED:
DIVORCED:
REMARRIED:
SEPARATED:
NEVER MARRIED: 9**

SUBSTANCE ABUSE USE:

**DRUGS ONLY: 4
ALCOHOL ONLY: 2
BOTH: 4**

HAD PRIOR SUBSTANCE ABUSE TREATMENT: 10 16 Total experiences-both inpatient and outpatient

AVERAGE NUMBER OF INCARCERATIONS: 20

TOTAL NUMBER OF CHILDREN GROUP PARTICIPANTS HAVE: 9

NARRATIVE: FIVE WOMEN COMPLETED THE GROUP THIS MONTH

**SUBSTANCE ABUSE DEPARTMENT
LANCASTER COUNTY PRISON
MONTHLY REPORT**

Mary Clary, BS CADC
Norbert Sotomayor , BA CADC

Month AUGUST, 2016

<u>Statistics:</u>	<u>Year to Date</u>
Number of Requests Received: 524	2898
Number of Inmates Seen: 112	1794
Number of Inmates moved to 2-1: 70	424
Number of Inmates who completed 2-1: 15	126
Number of Inmates who failed to finish 2-1: 20	147
06- released	60
03- did not do assignments	27
06 - disciplinary problems	34
02- asked to move	10
00- went to work release	02
02- went to MHU	04
00-moved by classification	03
00- protective custody	01
01 -went to ITP	04
Number of AA/NA Meetings: 12	96
Number of Substance Abuse Groups: 30	240
Number of Evaluations done for court/legal system: 8	90
Number of outpatient counseling appointments set up: 0	5
Number of Referrals to Teen Challenge, Potter's House: 5	66
Salvation Army, RMO, etc.	
Number of Treatment Court applications: 9	84

Mary toured Retreat rehab with another counselor from the prison.

Mary received CADC recertification for another two years.

Norbert and Mary along with two other counselors from the prison visited York County Prison Freedom Program, 8/24/16.

Norbert and Mary attended The Drug and Alcohol Commission provider meeting, 8/30/16.

AUGUST, 2016
SUBSTANCE ABUSE EDUCATION UNIT
PARTICIPANT PROFILE

Compiled by: Norbert Sotomayor, CADC & Mary Clary, CADC / Lancaster County Prison.

SUBSTANCE ABUSE EDUCATION UNIT

INMATE PROFILE

AUGUST, 2016

	Month 2015	YTD 2015	Month 2016	YTD 2016	Comments
Number of inmates placed on pod 2-1	68	682	70	424	
Number of inmates previously on pod 2-1	22	257	20	160	
Number of inmates that did not complete 2-1	23	262	20	147	
Why they did not complete 2-1	-----	-----			
problems					
Disciplinary	06	72	6	35	
Released	07	70	6	60	
assignments					
Did not complete	05	36	03	27	
Asked to move off	03	25	2	10	
Went to work release	01	05	0	2	
Went to MHU	00	05	2	5	
Placed on P.C.	0	00	00	01	
classification					
Moved by	01	19	1	4	
Moved to ITP	00	06	1	6	
Average Age	26.7	27.11	26.6	26.5	
Race	-----	-----			
Black	13	130	10	73	
White	36	227	40	216	
Asian	01	03	0	3	
Hispanic	18	198	20	130	
Other	0	00	0		
Average school grade completed	11.3	11.04	11.4	11.3	
Number of inmates that furthered education	05	51	6	40	
Number with prior substance abuse treatment	30	369	42	235	

Average # of substance abuse placements	3.2	3.40	3.6	3.7	
Marital status	-----	-----			
Married	06	68	6	40	
Widowed	00	01	0	0	
Divorced	04	60	5	34	
Remarried	00	00	0	6	
Separated	03	34	2	22	
Never Married	55	519	53	318	
Substance abuse use	-----	-----			
Drugs only	32	344	40	214	
Alcohol only	2	52	3	12	
Both drugs and alcohol	34	412	27	198	
Neither	0	00	0	0	
Number of inmates incarcerated for a drug and/or alcohol related offense	48	444	52	258	
Number of inmates involved in other prison programs	25	237	35	191	
Chaplains programs	20	198	26	139	
Anger Management	09	81	12	57	
Thresholds	n/a	n/a	00	00	
Programing					
Fatherhood	96	560	00	472	
Education	01	08	00	04	
ESL	00	00	00	00	
Number of inmates previously incarcerated	54	555	55	347	
Number of inmates on 2-1 waiting list	13	182	04	53	
Type of aftercare upon release from prison	-----	-----			
12 step meetings	20	166	15	112	
Obtain a sponsor	12	103	8	49	
Nothing	08	98	11	65	
Inpatient treatment	14	182	13	88	

	Outpatient treatment	14	161	15	74	
Counseling	Religious	10	111	11	74	
	Other	13	149	20	84	

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)

Compiled by: Norbert Sotomayor BA, BA, CADC.

AUGUST - 2016

NUMBER OF PROGRAM PARTICIPANTS: Fifteen, 15x – Counting program participants who started in June and July.

NUMBER OF NEW PARTICIPANTS IN THE CURRENT MONTH: 7

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: 1

NUMBER OF INMATES WHO DID NOT COMPLETE ANGER MANAGEMENT: 06

Disciplinary: 0

Released: 2

No paperwork: 2

Asked to move off: 0

Went to Work release: 0

MHU: 0

PC: 0

Classification: 0

ITP: 0

Moved off 2-1 block: 2

AVERAGE AGE: 28.7 yrs.

RACE:

CAUCASIAN: 4

AFRICAN AMERICAN: 1

HISPANIC: 2

ASIAN : 0

OTHER: 0

AVERAGE SCHOOL GRADE COMPLETED: 11.4

NUMBER OF INMATES WHO FURTHERED EDUCATION: None

MARITAL STATUS: MARRIED: 1

DIVORCED: 1

WIDOWED: 0

SEPARATED: 0

REMARIED: 0

NEVER MARRIED: 5

SUBSTANCE ABUSE USE: DRUGS ONLY: 4

ALCOHOL ONLY: 0

BOTH: 3

NUMBER OF INMATES PREVIOUSLY INCARCERATED: 07

TOTAL NUMBER WHO HAD PRIOR ANGER MANAGEMENT TX: 01

TOTAL NUMBER IF INMATES INVOLVED ON OTHER PROGRAMS: 100% (2-1 pod)

NUMBER OF INMATES IN ANGER MANAGEMENT WAITING LIST: 03

NARRATIVE: Cycle of six to eight anger management classes continues to run as usual. There were no interruptions to the monthly cycle of classes for the month of July. Anger management waiting list remained the same this month, (03). Class size continues to range from 04 minimum to 10 students maximum. Track participants continue to be required to complete four (4) written assignments as part of the anger management track requirement.

Recreation Monthly Report

August, 2016

1. Recreation is being conducted on a daily basis. Basketball and volleyball are the main activities for the male inmates, to include interest in table tennis. The female inmates have had an interest in Whiffle ball, volleyball, and basketball. The female inmates have taken a strong interest in the exercise videos that were implemented in the month of May. The male inmates have also started to take interest in the exercise video programs.
2. Approximately 415 inmates attended recreational activities during the month of August. 31 recreation periods were held during the month.
3. Inmate cleaners were used from G-1 to clean the 3rd floor gym, this is being conducted on a weekly basis.
4. Weekly inspections of the housing area board games were conducted, and accounted for. Games were exchanged in C-main, because of missing game board pieces, and conditions of the game boards. Exercise equipment were placed, and mounted in work-release, pod 2-1, and the 3rd floor gym.
5. I assisted with the D-block Garden on Wednesday August 17th, 24th, and also August, 31st.

**Intermediate Unit #13
GED Education Program - Males
Lancaster County Prison**

Month of August 2016

Total Students This Month		Year to Date
12		45
Carry over Students from Last Month		Class Requests This Month
12		46
Total Attendance Per Month (% of)		Year to Date
81%		82%
Total Students Transferred to Other Institutions		Year to Date
0		0
Total Released from Prison		Year to Date
1		11
Total Received GED/HSE This Month		Year to Date
4		12
Total GED/HSE Subtests Passed This Month		Year to Date
30		54
Racial Breakdown of Students	This Month	Year to Date
Blacks	7	18
Caucasians	3	12
Hispanics	2	15
Others	0	0

Wyman Fowler - Instructor

**Intermediate Unit #13
High School Equivalency (HSE) Program - Females
At Lancaster County Prison**

Month of August 2016

Total Students This Month		Year to Date
6		27
Carry over Students from Last Month		Class Requests This Month
6		8
Total Students Transferred to Other Institutions		Year to Date
0		3
Total Released from Prison		Year to Date
2		11
Total HSE Sections Attempted/Passed: Graduated This Month		Year to Date
13:13:2		30:22:3
Racial Breakdown of Students		Year to Date
Afro – Americans	1	5
Caucasians	3	19
Hispanics	2	3
Others	0	0

Mary Edith Leichter - Instructor

Chaplain's Office Monthly Report

August 2016

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS FOR THE MONTH OF JULY: STAFF – 570.75 HOURS VOLUNTEERS – 469.5 HOURS

**CHAPLAINCY VISITS

102 ONE TIME VISITS - MALE 43 ONE TIME VISITS - FEMALE
34 MULTIPLE VISITS – MALE 24 MULTIPLE VISITS – FEMALE

**Incomplete figures – addendum will be sent

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY 946 INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH 10 DEATH AND 9 MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED - 27	COMPLETED - 15
	ACTIVE STUDENTS - 11	NEW STUDENTS - 2
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 7	COMPLETED - 5
ROMANS BIBLE STUDY	DISTRIBUTED - 63	COMPLETED - 37
GOSPEL ECHOES STUDY	DISTRIBUTED - 5	COMPLETED - 3

CLERGY VISITATION

192 CLERGY VISITATIONS WERE SCHEDULED THROUGH THE CHAPLAIN'S OFFICE.

GROUP SESSIONS

NUMBER OF GROUPS	65	TOTAL ATTENDANCE	594
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CHURCH SERVICES

NUMBER OF SERVICES	36	TOTAL ATTENDANCE	1016
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AUGUST 2016

Chaplain's Office

Activity Sheet Monthly Report

	services conducted	services year to date	average attendance	attendance year to date	attendance per service
Protestant Worship Services					
Sunday 2-1	4	34	45	1373	40
Sunday WR	3	28	12	215	8
Sunday Women	4	32	41	1294	40
Wednesday MHU	5	30	8	381	13
Wednesday 3rd	5	34	41	1370	40
Wednesday 3rd	5	33	34	966	29
Saturday G-1 & G-2	4	33	9	821	25
Saturday 2-2 & ITP	4	33	21	533	16
Sunday G-1	4	21	25	566	27
Catholic Services Bilingual					
Mass 2nd floor Men	0	7	ERR	32	5
Mass 3rd floor Men	0	7	ERR	61	9
Bible Study 2nd, M & grd	3	23	4	102	4
Bible Study 3rd	3	24	7	175	7
Study Group - Women					
Meditation	4	29	2	109	4
Study Group	4	32	14	404	13
Confession / Inner Healing	0	2	ERR	0	0
Study Group - Men					
2-1	8	62	9	647	10
2-2	4	31	12	510	16
2-2, M & grd	5	34	13	544	16
3rd	8	77	8	733	10
Work release	5	34	11	294	9
Spanish 3rd	5	31	16	390	13
Spanish 2nd, M & grd	4	32	9	337	11
Confession	0	6	ERR	17	3
D & A Programming					
Inside Out 2-1	5	32	7	313	10
Women	5	32	8	375	12
Muslim Services					
Friday - Juma 3rd	0	0	ERR	0	ERR
Friday - Juma 2nd, main & Ground	0	0	ERR	0	ERR
Friday - Juma Women	0	0	ERR	0	ERR

**SCHOOL DISTRICT OF LANCASTER
EDUCATIONAL PROGRAM
LANCASTER COUNTY PRISON PROGRAM**

August 2016

TOTAL STUDENTS

Males 6
Females 0

INTERVIEWED STUDENTS

This Month:

Males 0
Females 0

Year to Date

Males 206
Females 5

**CARRY OVER
(FROM LAST MONTH)**

Males 5
Females 0

**SPECIAL EDUCATION
STUDENTS**

Males 2
Females 0

**TRANSFERRED TO
OTHER INSTITUTIONS**

Males 1
Females 0

RELEASED STUDENTS:

Males 1
Females 0

GRADUATED STUDENTS:

Males 1
Females 0

RACIAL BREAKDOWN

African American 3
Caucasian 2
Hispanic 1
Others 1

Note: Youthful offenders update
Attendance this month - 100% overall
■ M. R. – started 8/29; transferred to York
9/2

AUGUST 2015 – AUGUST 2016 SCHOOL YEAR

PRIME CARE MEDICAL, INC.

Statistical Summary Report
Year 2016

Facility: 68 - LNCP - Lancaster County Prison

Rev B

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly ADP	974	986	1010	974	992	987	958	909					974
Death	0	0	0	0	0	0	0	0					0
Inpatient Hosp	1	2	3	3	3	3	2	4					21
Total Patient Days	2	4	15	20	20	10	9	18					98
Total Outside Consultations	57	71	50	51	57	61	38	67	0	0	0	0	452
Allergy	0	0	0	0	0	0	0	0					0
Cardiology	1	0	0	0	5	3	2	2					13
Chest Disease	0	0	0	0	0	0	0	0					0
Dermatology	0	0	0	0	0	0	0	1					1
Dialysis	0	1	0	0	0	0	0	0					1
ENT	2	0	1	0	0	2	0	0					5
Emergency Room	8	15	7	5	9	11	12	9					76
Ambulance Trips	6	10	3	1	3	4	2	5					34
Gastroenterology	1	0	1	1	2	1	1	0					7
General Medicine	0	0	0	0	0	0	0	0					0
General Surgery	0	0	0	0	0	0	1	0					1
Gynecology	0	0	0	0	0	0	0	0					0
Hematology	0	1	0	0	0	1	0	0					2
Methadone	2	6	4	14	2	0	0	23					51
Neurology	0	1	1	0	0	1	0	1					4
Neurosurgery	0	0	0	0	0	0	0	0					0
Obstetrics	14	13	13	13	16	17	9	12					107
Oncology	0	0	0	0	0	0	0	0					0
Ophthalmology	0	3	1	2	0	0	1	1					8
Orthopedics	18	12	11	6	13	9	3	10					82
Physical Therapy	0	0	0	2	1	1	0	0					4
Plastic Surgery	0	0	0	1	2	0	0	0					3
Podiatry	0	0	0	0	0	0	0	0					0
Proctology	0	0	0	0	0	0	0	0					0
Psychiatry	0	0	0	0	0	0	0	0					0
Surgery Performed	0	0	0	0	0	0	0	0					0
Thoracic Surgery	0	0	0	0	0	0	0	0					0
Urology	0	1	3	3	0	1	2	0					10
Outside X-Rays	0	0	0	0	0	0	0	0					0
Wound Clinic	0	2	1	0	0	0	0	0					3
Diagnostic Test (outside)	2	4	1	0	2	5	1	0					15
Other Trips / Outside Consults	3	2	3	3	2	5	4	3					25

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
In-House EKG's	33	34	35	36	37	43	35	37					290
In-House X-Ray's	35	22	56	32	38	25	26	43					277
MD Sick Call	81	46	33	65	69	42	53	66					455
NP/PA Sick Call	571	532	518	516	574	519	459	483					4172
MD/PA/CRNP Sick Call	652	578	551	581	643	561	512	548	0	0	0	0	4627
Nurse Sick Call	678	652	704	679	646	636	517	589					5101
MD Physicals	1	0	1	0	0	0	0	0					2
NP/PA Physicals	58	65	55	14	11	7	16	21					247
Nursing Physicals	304	250	353	344	335	299	252	305					2442
Annual Physicals	17	7	11	3	7	5	3	12					65
Psychiatrist / Group Seen	0	0	0	0	0	0	0	0					0
Psychiatrist / Individ. Seen	205	200	223	209	241	236	183	237					1734
Psychologist Group	0	0	0	0	0	0	0	0					0
Psychologist Individ. Seen	640	352	408	289	273	315	105	289					2671
M.H. Worker Groups	0	0	0	0	0	0	0	0					0
M.H. Worker Individ. Seen	491	597	723	693	728	766	1193	1139					6330
Involuntary M.H. Commitments	2	2	2	2	1	0	0	0					9
Total Inmates Seen by Dentist	130	147	119	102	140	94	115	141	0	0	0	0	988
Extractions	32	21	10	17	16	32	26	41					195
Fillings	11	36	7	6	2	3	2	3					70
Exams	77	87	93	77	101	52	63	75					625
Other	10	3	9	2	21	7	24	22					98
Inmates seen by Oral Surgeon	0	1	0	0	1	1	1	0					4
In-House Surgeries	5	2	4	3	2	3	1	4					24
# Inmates @ in-house clinics	314	293	346	340	317	333	317	317					2577
# Intake Screening	433	473	507	491	469	427	417	458					3675

Terry Hunchbaugh BS, RN, CCNP, NSA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Pharmacy													
# of patients on Medical Meds	302	276	263	277	300	292	223	298					2231
% ADP on Medical Meds	31.0%	28.0%	26.0%	28.4%	30.2%	29.6%	23.3%	32.8%	0.0%	0.0%	0.0%	0.0%	29%
# of patients on HIV Meds	8	5	7	12	9	11	11	13					76
% ADP on HIV Meds	0.8%	0.5%	0.7%	1.2%	0.9%	1.1%	1.1%	1.4%	0.0%	0.0%	0.0%	0.0%	1%
# of patients on Psych Meds	394	359	379	379	386	367	356	332					2952
% ADP on Psych Meds	40.5%	36.4%	37.5%	38.9%	38.9%	37.2%	37.2%	36.5%	0.0%	0.0%	0.0%	0.0%	38%
# of patients on OTC Meds	223	187	206	215	167	232	235	88					1553
% of ADP on OTC Meds	22.9%	19.0%	20.4%	22.1%	16.8%	23.5%	24.5%	9.7%	0.0%	0.0%	0.0%	0.0%	20%
# of Patients on MH Scale as Category - A				28	26	39	49	61					203
% of Patients on MH Scale as Category - A	0.0%	0.0%	0.0%	2.9%	2.6%	4.0%	5.1%	6.7%	0.0%	0.0%	0.0%	0.0%	4.3%
# of Patients on MH Scale as Category - B				165	168	160	160	162					815
% of Patients on MH Scale as Category - B	0.0%	0.0%	0.0%	16.9%	16.9%	16.2%	16.7%	17.8%	0.0%	0.0%	0.0%	0.0%	16.9%
# of Patients on MH Scale as Category - C				259	366	341	331	335					1632
% of Patients on MH Scale as Category - C	0.0%	0.0%	0.0%	26.6%	36.9%	34.5%	34.6%	36.9%	0.0%	0.0%	0.0%	0.0%	33.9%
# of Patients on MH Scale as Category - D				56	62	75	78	53					324
% of Patients on MH Scale as Category - D	0.0%	0.0%	0.0%	5.7%	6.3%	7.6%	8.1%	5.8%	0.0%	0.0%	0.0%	0.0%	6.7%
# of Grievances	10	10	4	1	9	16	6	13					69
# of Adverse Patient Occurrences	23	40	35	48	56	33	37	26					298
HIV Test Done	91	112	130	104	93	103	58	69					760
HIV Cases	8	5	8	12	9	12	13	15					10
AIDS Cases	0	0	0	0	0	0	0	0					0
Hepatitis Cases	77	70	79	77	64	72	70	82					591
Syphilis Cases	0	0	0	0	0	0	0	0					0
Gonorrhea Cases	0	0	0	2	0	1	0	0					3
# of Pregnant Females	9	9	12	7	8	10	5	10					70
# of Miscarriages	0	1	0	0	0	2	0	0					3
# of Abortions	0	0	0	0	0	0	0	0					0
# of Deliveries	0	0	0	1	0	1	0	0					2
# of patients isolated to rule out MRSA	5	4	2	4	4	2	4	7					32
# of confirmed MRSA cases	1	0	2	1	1	0	0	3					8
TB Cases	0	0	0	0	0	0	0	0					0
PPD Test	424	464	502	471	417	401	405	442					3526
(+) PPD's	4	4	5	4	9	7	1	5					39
RPR Test	2	1	3	6	4	4	0	5					25
Inmates on Suicide Watch	73	81	91	92	88	81	85	101					692
# of Inmates Detoxed	134	143	139	122	88	73	76	80					855
# of Inmates on Restraints	1	1	2	1	0	2	6	4					17
# of Shifts involving Restraints	1	9	3	1	0	2	18	7					41
# of Medical Transport	51	61	47	50	54	57	36	62					418

Ferry Hunchbaugh BSN, RN, CENP, NSA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Prime Care Responsible													
Monthly Environmental Checks													
Staff Meeting Date													
QI Meeting Date													
Number Chart Audits													
Quarterly Administrative Meetings													
Quarterly Infection Control Meetings													
Staff In-services Topics													
Jan													
Feb													
Mar													
Apr													
May													
Jun													
Jul													
Aug													
Sep													
Oct													
Nov													
Dec													

Terry Hunchbaugh BSN, RN, CCM, NSA

ADMINISTRATIVE SERVICE STATISTICS

C. POPULATION DISTRIBUTION BY STATUS

2015		2016	
TRIAL	SENTENCED	TRIAL	SENTENCED
714	253	847	126
693	280	846	141
724	267	882	131
767	242	867	117
711	269	pending	pending
736	211	pending	pending
740	186	pending	pending
737	185	pending	pending
758	187		
815	164		
853	146		
824	135		
756	210	861	129
78%	22%	87%	13%

D. ADMISSIONS AND DISCHARGES

ADMISSIONS	2015	2016
Total admissions for the Month of August	488	464
Total Admissions year-to-date	3198	3693
DISCHARGES	2015	2016
Total Discharges for the Month of August	511	512
Total Discharges year-to-date	3221	3781

2016 Inmate Finances

Expenses	January	February	March	April	May	June	July	August	September	October	November	December
Commissary Purchases	\$68,519.94	\$76,190.54	\$62,154.55	\$96,693.63	\$75,941.63	\$71,243.56	\$111,054.23	\$59,609.21				
Phone Calls	\$35,150.50	\$45,502.50	\$33,070.65	\$46,103.75	\$48,396.25	\$45,878.45	\$64,191.50	\$42,969.25				
Housing/Damages Fees Charged	\$155,560.00	\$155,270.00	\$159,300.00	\$147,980.00	\$138,240.00	\$103,289.00	\$113,320.00	\$205,390.00				
Housing/Damages Fees Collected (APEX)	\$2,588.63	\$2,842.11	\$2,921.38	\$1,178.32	\$4,075.73	\$1,356.98	\$839.70	Pending				
Processing Fees Charged	\$10,575.00	\$10,800.00	\$12,425.00	\$12,331.00	\$13,487.00	\$10,925.00	\$10,600.00	\$11,625.00				
Processing Fees Collected	\$9,438.38	\$9,782.08	\$9,979.18	\$10,821.35	\$9,415.13	\$9,530.35	\$6,294.03	\$10,216.62				

Deposits	January	February	March	April	May	June	July	August	September	October	November	December
Cash on person when committed	\$12,893.81	\$15,081.47	\$13,803.66	\$14,594.46	\$15,139.78	\$12,832.25	\$9,290.09	\$11,242.89				
Money Orders deposited during stay	\$22,360.81	\$21,881.22	\$14,827.81	\$9,858.27	\$10,881.27	\$11,470.51	\$8,575.19	\$10,903.76				
Lobby Kiosk Deposits	\$74,328.00	\$91,692.00	\$92,849.00	\$86,474.00	\$82,322.00	\$78,293.00	\$73,213.00	\$71,152.00				
Online Deposits to Inmate Account	\$2,375.00	\$18,839.00	\$35,765.00	\$31,421.49	\$33,541.50	\$31,705.40	\$31,310.50	\$26,483.00				
Total	\$111,957.62	\$147,493.69	\$157,245.47	\$142,348.22	\$141,884.55	\$134,301.16	\$122,388.78	\$119,781.65				

2016 Per Diem Costs

Month	Date	In-House Population	Daily Operating Expense	Per Diem Rate	Y-T-D Average
January	1/14/16	953	\$69,405.98	\$72.83	\$72.83
February	2/16/16	963	\$69,405.98	\$72.07	\$72.45
March	3/9/16	981	\$69,405.98	\$70.75	\$71.88
April	4/7/16	954	\$69,405.98	\$72.75	\$72.10
May	5/11/16	992	\$69,405.98	\$69.97	\$71.67
June	6/2/16	971	\$69,405.98	\$71.47	\$71.64
July	7/18/16	931	\$69,405.98	\$74.55	\$72.05
August	8/12/16	875	\$69,405.98	\$79.32	\$72.96
September	9/10/16	864	\$69,405.98	\$80.33	\$73.78
October			\$69,405.98		
November			\$69,405.98		
December			\$69,405.98		

Per Diem Rate is calculated by dividing the Prison's annual operating cost (\$25,333,182.03) to a daily amount then using the in-house population to find the cost per inmate.

2016 Average Length of Stay

Average Length of Stay	Last Month	This Month
116 days	116 days	114 days
Median Length of Stay	78 days	75 days

Lancaster County Prison
Population Summary 2016

Total In-house and Housed Elsewhere

Day of Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	972	975	989	1,007	1,006	1,013	969	930				
2	969	980	980	1,015	1,003	991	969	933				
3	972	987	981	1,014	1,003	984	969	934				
4	979	987	999	994	1,007	989	966	921				
5	992	1,042	1,007	985	989	989	973	916				
6	994	1,019	1,010	978	987	982	979	923				
7	980	1,025	1,007	972	990	991	974	922				
8	984	1,013	1,002	981	994	1,011	966	919				
9	983	1,007	998	986	1,000	1,003	972	911				
10	984	1,003	1,001	990	1,009	998	968	900				
11	979	992	1,012	986	1,015	999	962	894				
12	983	997	1,011	1,003	1,001	999	965	900				
13	982	993	1,012	998	1,004	1,005	972	903				
14	974	992	1,024	998	1,008	1,002	958	906				
15	975	989	1,026	979	1,007	1,005	958	903				
16	981	990	1,020	979	1,006	986	960	913				
17	982	982	1,028	986	999	992	966	910				
18	981	979	1,038	986	991	992	950	910				
19	988	981	1,037	987	992	993	955	904				
20	994	983	1,043	984	1,001	996	960	913				
21	975	992	1,035	980	1,001	995	953	917				
22	966	992	1,024	986	1,000	987	950	914				
23	966	998	1,031	993	1,000	979	953	903				
24	965	996	1,033	905	999	981	954	905				
25	971	991	1,034	990	999	984	949	904				
26	962	996	1,028	998	1,010	985	950	895				
27	965	1,000	1,030	1,000	1,020	983	947	898				
28	960	998	1,028	999	1,020	989	928	900				
29	960	999	1,037	1,008	1,022	978	927	896				
30	961		1,037	1,011	1,014	963	925	893				
31	961		1,025		1,013	991	930	882				
Average	975.48	995.68	1,018.29	989.27	1,003.55	991.00	957.32	908.77				
YTD Average	975.48	985.58	996.48	994.68	996.45	995.54	990.08	979.92				